

LEELANAU COUNTY CONSTRUCTION CODE AUTHORITY

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ARTICLE V - DISPLAY OF ADDRESS & ROAD SIGNS

Section 5.01 Regulation

The Leelanau County Inspections Department shall be the agency with exclusive overall administrative and coordination responsibility to administer the Display of Addresses and Road Signs. The Inspection Department has the authority to withhold or revoke any permits, including Certificate of Occupancy permits, if any portion of Article V is not complied with, or if an individual intentionally removes an Address or Road Sign after a permit has been issued.

- A. All structures shall bear a distinctive street number in accordance with and as designated upon the street numbering maps on file in the office of the Leelanau County Equalization Department and the Planning Department which maps, by reference, together with any revisions thereof, shall become an operative part of this ordinance.
- B. Any owner of any structure shall place upon the street front of such structure a designated number, such that:
 - 1. Numbers on structures shall be displayed in such a manner as to be plainly visible from the road. Numbers in block or script displayed on building fronts shall be of a contrasting and/or reflected color to their background and shall be not less than three (3") inches in height.
 - 2. *Directional signage is required for any structure located off the main road or that requires specific knowledge to locate. This also applies to any driveway or private road that services multiple structures or owners. Directional signs shall be placed at all "Y"s and driveways.*
- C. New roads shall have **permanent** road signs posted within thirty (30) days of the date of approval given by the Leelanau County Planning Department, ***before any permits are issued by the Leelanau County Inspection Department.*** Road signs for private roads are the responsibility of the owners residing on the private road, ***and the road signs shall meet the minimum requirements of the Road Commission for placement and height, and shall display the road name on both sides.***
- D. Where the numbers on the street front of the premises cannot be read from the street, the owner of the premises shall place a post or obstacle (***not a mailbox***) of suitable strength and construction adjacent to the drive-way of the premises. The height of the post shall be not less than four (4') feet above the level of the adjacent street and the assigned numbers of the premises shall be placed on both sides of the post or obstacle as to be plainly visible from both traffic lanes in either direction of approach. Such numbers shall be of a contrasting nature and/or reflected color to their background and shall not be less than three (3) inches in height.
- E. The property owner(s) are required to maintain the road signs and addresses, including replacement of damaged or missing letters or numbers, re-painting, and installation of replacement signs for those that are damaged or destroyed.
- F. Official colors for county road signs will be green with white lettering. Official colors for private road signs will be blue with white lettering.

If the property owner has a mailbox at the road, the address can also be posted on the mail box for delivery purposes. Posting of an address on a mailbox DOES NOT meet the requirements of Article V, Display of address.